

**BOARD LETTER – SUMMARY SHEET
HEALTH AND MENTAL HEALTH SERVICES CLUSTER**

AGENDA REVIEW	11/14/12
BOARD MEETING	12/4/12
SUPERVISORIAL DISTRICT	All
DEPARTMENT	Mental Health
SUBJECT	Request approval to extend on a month-to-month basis a sole source services agreement with Mental Health Advocacy Services (MHAS), Inc., to continue assisting mental health clients with filing applications for financial benefits; and to provide advocacy services for families in need of Special Education services from public schools without interruption for the remaining six months of Fiscal Year (FY) 2012-13.
PROGRAM	None
DEADLINES	None
COST & FUNDING	The total estimated cost of the increase in MHAS's Total Compensation Amount for 6 monthly extensions beginning January 1, 2013 through June 30, 2013 will not exceed \$202,450, and is fully funded with Sales Tax Realignment revenue. Funding for this agreement is included in the Department of Mental Health's (DMH) FY 2012-13 Final Adopted Budget. There is no net County cost impact associated with the recommended actions.
PURPOSE OF REQUEST	Board approval of the monthly extensions will enable MHAS to continue providing essential benefits establishment assistance and advocacy services without interruption for both the severely and persistently mentally ill adults and the children with Special Education needs. As DMH proceeds with the completion of a Request for Proposal (RFP) process to identify a new vendor, approval is requested from your Board to authorize a month-to-month extension from January 1, 2013 through June 30, 2013 with MHAS to continue services during the final stages of the RFP process (protest appeal and contract negotiations).
SUMMARY/ ISSUES (Briefly summarize program and potential issues or concerns. Identify changes, if any, to level of funding or staffing; how funding will be utilized and why best use; and prior accomplishments.)	On May 15, 2012, your Board approved a six month extension beginning July 1, 2012 through December 31, 2012 for FY 2012-13. During this extension, DMH completed the evaluation of the proposals and notified the proposers of the RFP results. DMH is seeking your Board's approval once again to amend the existing contractor's term for MHAS on a month-to-month basis to prevent interruption in services, pending the completion of the RFP's appeals and contract negotiation process. DMH will return to your Board to request authorization to award and execute an advocacy services agreement with the prospective contractor, pending the outcome of the RFP debriefing, appeals process, and successful contract negotiations with the qualified proposer, who can best meet the needs of the Department. The selected awardee under this RFP will render services for a three-year term, prior to the end of FY 2012 -13.
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